



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement and Contracting Services Division

Lenora Darden, CPPB
Procurement Manager
ldarden@ci.stuart.fl.us

Telephone (772) 288-5308
Fax: (772) 600-0134
www.cityofstuart.us

June 20, 2016

Via: Email transmission, johnb_accurate@bellsouth.net

Accurate Septic Services, Inc.
Attn: Mr. John Baker, President
4120 Selvitz Road
Fort Pierce, FL 34981

Subject: Notice of Award
RFQ No. 2016-003: Emergency Tanker Truck Services

Dear Mr. Baker,

You are hereby notified that your firm has been awarded RFQ No. 2016-003, Emergency Tanker Truck Services on an as needed basis, and at the hourly rates quoted for a total not to exceed amount of \$24,999.00, in accordance with the terms and conditions specified in the RFQ.

The initial contract period will be for one year, effective on June 20, 2016 through June 19, 2017, with 2 one-year renewal options. The City reserves the right to exercise the option to renew annually, if mutually agreed upon in writing by both parties subject to the same terms and conditions of the original agreement. Annual renewals shall be subject to the appropriation of funds, vendor's satisfactory performance and determination that the contract renewal is in the best interest of the City.

The City of Stuart looks forward to a mutually beneficial business relationship. If you have any questions, please feel free to contact me by email at ldarden@ci.stuart.fl.us or call me at (772) 288-5308.

Sincerely,

Lenora Darden
Procurement Manager
City of Stuart, Florida

c: 2016-003 RFQ File
Dave Peters, Assistant Public Works Director



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement & Contracting Services Division

Alaina Knofla
Procurement Specialist
aknofla@ci.stuart.fl.us

Telephone (772) 288-5320
Fax: (772) 600-1202
www.cityofstuart.us

MEMORANDUM

To: Lenora Darden, Procurement Manager
From: Alaina Knofla, Procurement Specialist
Date: June 20, 2016
Subject: Recommendation of RFQ #2016-003: Emergency Tanker Truck Services

Attached is the department's recommendation for the above referenced project. In accordance with the City of Stuart Code of Ordinances, you have authority to award solicitations that are valued at less than Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) and where the vendor was selected in accordance with the City Procurement Ordinance.

This solicitation was disseminated to four (4) suppliers. Out of 249 notified suppliers, two (2) responsive bids were received by 2:30 pm on the RFQ opening date, June 3, 2016. Staff has reviewed the bid and recommends award, at the hourly rates specified, to the lowest responsive and responsible bidder, Accurate Septic Services, Inc., for the bid amount not to exceed \$24,999.00.

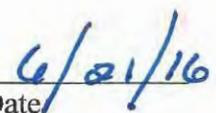
Please review the attached documentation and signify by signature below your determination of award, request for further information or recommended rejection of all bids.

Should you have any questions or if I might be of further assistance please call me at ext. 5320 or contact me by email at aknofla@ci.stuart.fl.us.

- Award RFQ 2016-003 Emergency Tanker Truck Services to Accurate Septic Services, Inc for the initial term effective June 20, 2016 through June 19, 2017, with two (2) one (1) year renewals to the lowest responsive and responsible bidder in the amount not to exceed \$24,999.00.
- Further information is required
- Recommend all bids be rejected



Lenora Darden, Procurement Manager



Date



City of Stuart

121 S. W. Flagler Avenue • Stuart • Florida 34994
Telephone (772) 288-5308 Fax: (772) 600-0134



Dept of Financial Services
Procurement Division

REQUEST FOR QUOTE NO. 2016-003

EMERGENCY TANKER TRUCK SERVICES

GENERAL TERMS AND CONDITIONS

These instructions are standard for all contracts for commodities or services issued through the City of Stuart Procurement Division (hereafter referred to as "City"). The City may delete, supersede, or modify any of these standard instructions for a particular contract by indicating such change in any document related to the Request for Quote (RFQ).

A INSTRUCTION TO BIDDERS AND BID SIGNATURE SECTION

- A1. This sheet must be signed by a person authorized to sign for your firm and returned with your bid. Failure to comply will result in disqualification of submittal.
- A2. Delivery shall be a factor in award. Failure to perform within delivery deadline(s) set forth in the specifications or any other contract document shall constitute default.
- A3. The City reserves the right to reject any or all bids, without recourse, to waive technicalities or to accept the bid which in its sole judgment best serves the interest of the City. Cost of submittal of this bid is considered an operational cost of the bidder and shall not be passed on to or be borne by the City.
- A4. Goods, services, supplies or equipment covered in the specifications shall be delivered F.O.B. Destination.
- A5. It is the bidder's responsibility to assure that Bids are received in the City of Stuart Procurement & Contracting Services Office, 121 SW Flagler Avenue, Stuart, Florida 34994, not later than **2:30 p.m., on June 3, 2016**. Any received after this date and time may not be accepted or considered.
- A6. The City may accept any item or group of items on any bid, unless the offeror qualifies his bid by specific limitations.
- A7. Questions relative to interpretation of specifications or the solicitation process shall be addressed to the Buyer, in writing, in ample time before the period set for the receipt of bids. Any interpretations, clarifications or changes made will be in the form of written addenda issued by the Procurement Office. Oral answers will not be authoritative.
- A8. Bidders are requested not to contact the City Commission, requesting/evaluating Departments or Divisions during or after bids are opened. Any questions from bidders or evaluating Departments or Divisions will be answered through the Procurement Division.
- A9. If not bidding any or all items, please so state.
- A10. Unit prices will govern in the event both unit and total prices are requested in the solicitation and the unit price carried forward does not mathematically result in the total price for that item.

John J. Bell, President

- A11. It will be the responsibility of the bidder to contact the Procurement Office prior to submitting a bid to ascertain if any addenda have been issued, to obtain all such addenda, and to return executed addenda with their bid. **The Procurement & Contracting Services Division is located at 121 SW Flagler Avenue, Stuart, Florida 34994, telephone # (772) 288-5308, Fax (772) 600-0134, and email purchasing@ci.stuart.fl.us.**
- A12. **Failure to comply with these instructions may result in disqualification of your bid.**

B. GENERAL PROVISIONS

- B1. **Payment/Invoicing:** No payment will be made for materials ordered without proper purchase order authorization. Payment cannot be made until materials, goods or services have been received and accepted by the City in the quality and quantity ordered. Payment will be accomplished by submission of invoice, in duplicate, with Purchase Order Number referenced thereon and mailed to: Financial Services Department, 121 S.W. Flagler Avenue, Stuart, FL 34994. Payment in advance of receipt of goods or services by the City of Stuart cannot be made.

Upon termination, vendor shall bill the City of Stuart for all amounts not previously billed and due the vendor at that time. The vendor shall not be entitled to a vendor fee nor to expenses for any work commenced or expenses incurred after the vendor received the notice of termination, unless specifically approved or requested by the City. The vendor shall however, be entitled to payment for services commenced and approved by the City prior to the receipt of notice, or with the express written consent of the City, prior to the effective date of termination.

B2. Purchasing Card Program:

- A. Preferred method of payment is by means of the City of Stuart Purchasing Card (VISA). The selected Bidder(s) can take advantage of this program and in consideration receive payment within several days, instead of the City's policy of Net 30 Days After Receipt of Invoice (ARI).
- B. Bidders are requested to acknowledge acceptance of purchasing VISA card on the Bid Schedule. In the event of failure on the part of the Bidder to make this statement, the City shall assume the purchase or Contract price shall be governed by the Net 30 ARI.
- C. The City of Stuart offers bidders who commit to accepting the Purchasing Card as payment a one percent (1%) reduction in their bid price **for evaluation purposes only**. When evaluating prices submitted by bidders in response to this solicitation, the total offered price of a bidder committed to accepting the Purchasing Card will be reduced by one percent, the resulting number is then compared to the other bidders' offered price. If the committed bidder is awarded the contract, the award will be at the original bid price.

- B3. **Fund Availability:** Any contract resulting from this solicitation is deemed effective only to the extent of appropriations available.

B4. Permits/Licenses/Fees:

1. **Permits:** Any permits, licenses or fees required will be the responsibility of the successful bidder, no separate payment will be made. Adherence to all applicable code regulations (Federal, State, County, City), are the responsibility of the successful bidder.

2. Licenses: Bidders, both corporate and individual, must be fully licensed and certified for the type of work to be performed in the State of Florida at the time of RFQ receipt. The bid of any Bidder that is not fully licensed and certified shall be rejected. Bidder shall comply with Business Tax Receipt requirements for their business location. A copy of the business tax receipt or proof of exemption shall be submitted prior to awarding the RFQ.
- B5. **Taxes:** The City of Stuart does not pay Federal excise or State sales taxes. Our tax exemption number is 85-8012740159C-6.
- B6. **Warranty:** Should any defect in materials or workmanship, excepting ordinary wear and tear, appear during the below stated warranty period, the successful bidder shall repair or replace same at no cost to the City, immediately upon written notice from the City's Project Manager or designee. The successful bidder shall warranty their work against defect workmanship for a minimum period of one (1) year from date of service.
- B7. **Independent Pricing:** By submission of this bid, the bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this procurement prices in this quote have been arrived at independently.
- B8. **Inspection/Acceptance Title:** Inspection and acceptance will be at the City of Stuart's ordering department/division unless otherwise stipulated. Title and risk of loss or damage to all items shall be the responsibility of the vendor until accepted by the using department of the City, unless loss or damage results from negligence by the City or its using Department.
- B9. **Changes:** The City of Stuart reserves the right to order, in writing, changes in the work within the scope of the contract such as change in quantity or delivery schedule.
- B10. **Conflict of Interest:** All offerors must disclose with their offer the name of any officer, director, or agent who is also an officer or employee of the City of Stuart.
- B11. **Termination Clauses:**
- A. **Termination for Convenience:** The City of Stuart reserves the right to terminate the Agreement in whole or part by giving the vendor written notice at least thirty (30) days prior to the effective date of the termination. Upon receipt of termination notice from the City, the vendor shall only provide those services specifically approved or directed by the City. All other rights and duties of the parties under the Agreement shall continue during such notice period, and the City of Stuart shall continue to be responsible to the vendor for the payment of any obligations to the extent such responsibility has not been excused by breach or default of the vendor.
- B. **Termination for Cause:** The obligation to provide further services under this Agreement may be terminated by the City upon seven (7) days written notice in the event of failure by the Contractor to perform in accordance with the terms hereof through no fault of the City.
- C. **Termination for Default:** The performance of the Agreement may be terminated by the City of Stuart in accordance with this clause, in whole or in part, in writing, whenever the City shall determine that the contractor has failed to meet performance requirement(s) of the Agreement. In the event that the Contractor cannot respond adequately to the needs of the City by reason of equipment failure or any other reason, the Contractor shall advise the City, as soon as possible and further advise as to the length of said inability. The City may then consider said inability to be a breach of this Contract and may undertake the necessary work through its own services or those of another Contractor. The City shall have the right to deduct the cost incurred in having to provide said services from the payments to be made to the Contractor under this Contract.

- B12. **The Contract:** Notice of award by the City of Stuart will constitute acceptance of the Bid. The purchase order, including bid package, all terms, conditions and specifications, signed by the successful bidder along with the documentation included in the bidders submittal as required by this Request for Quotes and other additional materials submitted by the bidder and accepted by the City shall constitute the contract. After notice of award, a valid certificate of insurance shall be issued to the City within 10 days.
- B13. **Force Majeure:** Neither party to this agreement shall be liable to the other for any cost or damages if the failure to perform the agreement arises out of causes beyond the control of the parties.
- B14. **Quote as Public Domain:** The quote will become part of the public domain upon opening. **Vendors shall not submit pages marked "proprietary" or otherwise restricted" per Florida Statute 119.**
- B15. **Equal Opportunity:** The City of Stuart encourages participation by minority and women owned business enterprises.
- B16. **Assignment & Subcontracting:** The successful bidder will not be permitted to assign its contract or subcontract any work with the City.
- B17. **Insurance:** Awarded bidder shall, during the entire period of performance of any contract resulting from this solicitation, submit proof of insurance. Coverages and amounts are subject to City approval.
- B18. **Additional Terms and Conditions:** No additional terms and conditions included with the bid response shall be evaluated or considered.
- B19. **Safety Standards:** Bidders shall adhere to all Federal, State, County and City safety regulations and requirements. The City of Stuart safety manual is available for use by any vendor contracted to provide services, supplies and/or equipment to the City of Stuart.
- B20. **Public Entity Crimes:** Pursuant to the requirements of Section 287, Florida Statutes, all vendors are subject to those provisions pertaining to Public Entity Crimes and the Convicted Vendor List.
- B21. **Public Records:** In compliance with F.S. 119.0701 the Vendor shall:
- A. Keep and maintain public records that would ordinarily and necessarily be required by the public agency in order to perform the service. This includes, without limitation, any and all financial, accounting, operational or service records or reports kept, generated or issued as a normal part of the services provided.
 - B. Provide the public with access to these public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law.
 - C. Ensure that public records that are considered exempt or confidential, and therefore exempt from public records disclosure requirements, are not disclosed except as authorized by law.
 - D. Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the Vendor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.
 - E. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency."

- F. If the Contractor does not comply with a public records request, the public agency shall enforce the contract provisions in accordance with the Contract.
- B22. **Safety Standards:** Manufactured items, fabricated assemblies and on-site Contractor services shall comply with all applicable federal, state and local requirements, including but not limited to, Federal safety regulations for grounding of electrical equipment, and Manual on Uniform Traffic Control Devices (MUTCD). For on-site Contractor services, the City reserves the right to request documentation of Contractor compliance with OSHA standards to include but not be limited to: Required employee safety & health training, written safety and health programs, provision of required personal protective equipment (PPE), and/or provision and use of required atmospheric monitoring equipment. Hazardous chemicals must be accompanied by a Material Safety Data Sheet (MSDS), as required by the Occupational Safety and Health Act (OSHA) of 1970; as amended, and any other applicable federal, state and local regulations.
- B23. **Performance:** The City heavily monitors the quality and performance of work performed and/or supplies furnished by the awarded vendor for future consideration and/or reference purposes. The City may return, for full credit, any item(s) received which fail to meet the City's performance standards.
- B24. **Other Governmental Entities:** When there is sufficient capacity or quantities available, awarded bidder may provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the RFQ and resulting contract. Prices shall be F.O.B. Destination to the requesting agency. Each governmental entity allowed to use this contract shall do so independent of any other governmental entity.

C. **SPECIAL PROVISIONS**

- C1. **Intent:** It is the City of Stuart's intent to secure a licensed, qualified contractor to provide all labor, materials, and equipment necessary to provide emergency tanker truck services in accordance with the specifications, terms, and conditions contained in this Request for Quote (RFQ).
- C3. **Qualification of Bidders:** This bid shall be awarded only to a responsive and responsible bidder, qualified to provide the items specified. The bidder should submit the following information with their bid package to be considered responsive in order for the City to fully evaluate the firm's qualifications. Failure to fully submit the requested information may result in the RFQ being considered non-responsive.
- A. Bidder must be licensed by the State of Florida, and evidence of such licenses shall be attached to bid submittal.
 - B. Bidder must use trained technicians to perform the services. Bidder must provide proof in their bid submittal.
 - C. Bidder must adhere to all FDEP and OSHA requirements.
 - D. Bidders are to provide a minimum of three (3) satisfactory references within the past five (5) years of similar accounts and size on the City provided form. Bidder is responsible for verifying correct phone numbers and contact information. Failure to provide accurate data may result in the reference not being obtained or considered.
 - E. Completion and submission of Questionnaire attached herein.
- C4. **Inspection of Facilities:** It is the bidder's responsibility to become fully informed as to the nature and extent of the work required. Arrangements for bidder's inspection of facilities and/or activity schedules may be secured from City's Project Manager or designee.

- C5. **F.O.B. Point:** All prices quoted shall be F.O.B. destination. Bidders are advised that work areas are located throughout the City of Stuart and are not restricted to any central location. The successful bidder shall be fully responsible for any and all travel expenses and/or delivery/transport charges to and from destination. Exact delivery point will be provided at time of order placement.
- C6. **Pricing and Invoicing:**
- A. **Pricing:** All rates quoted shall include travel means, labor and any and all equipment and tools required. All disposal charges should be included in the contractor's overhead. There shall be no charges to and from the City work sites. The City will pay a minimum 1-hour of service for repairs performed. **Contractor shall round to the ½ hour for all work performed in excess of an hourly increment.** The City requires a firm price for the initial year of the contract period. Payment will be paid upon completion and acceptance of the work, net 30 days. Invoices will be checked to confirm compliance with quoted pricing.
 - B. **Invoicing:** Each service call shall be invoiced separately. Bidder shall provide load tickets identifying the date, time, source, total gallons, and location of all raw sewage delivered to the water reclamation facility. Invoices will be checked to confirm compliance with pricing. The invoice shall reflect the address/location, scope of work, and date of service and purchase order number; hourly labor rate and number of hours on-site. .
- C7. **Contract Terms:** At all times during the term of the contract, the successful Bidder shall act as an independent Contractor and at no time shall be considered an agent or partner of the City.
- A. **Contract Period:** This contract shall be awarded for an initial term of one (1) year subsequent to approval by the Procurement Manager. The contract may be renewed for two (2) additional one year periods provided both the successful bidder and the City agree and all terms and conditions remain the same. Any contract or amendment resulting from this solicitation shall be subject to fund availability and mutual written agreement between the City and the successful bidder.
 - B. **Extension:** Extension of the contract for additional thirty (30) day periods, not to exceed six months, for the convenience of either party shall be permissible at the mutual consent of both parties.
 - C. **Option to Renew:** The performance period of any contract resulting from this solicitation may be renewed upon mutual agreement between the contractor and the City of Stuart with no change in terms or conditions. Performance period under this provision shall be in one-year increments. The contract may be renewed for two (2) additional one-year periods, provided both parties are in agreement. Total contract length, including individual one-year extensions, shall not exceed three (3) years. Consideration of price increases at each renewal period will be given provided such escalations are reasonable and acceptable to the City. Any price increases must be documented and submitted for approval by the City of Stuart at least 90 days prior to renewal date. It is also expected that de-escalation of prices will be extended to the City if the market so reflects.
 - D. **Contract Amendment:** The City may require additional items/services of a similar nature, but not specifically identified in the contract. The Contractor agrees to provide such items/services, and shall provide the City prices on such additional items or services based upon a formula or method which is the same or similar to that used in establishing the prices in this bid. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items/services from other vendors or to cancel the contract. Furthermore, the City reserves the right to delete or revise items and services under this bid at any time during the contract period when and where deemed necessary. Deletions may be made at the sole discretion of the City at any time during the contract period.

- E. **Non-Exclusive Contract:** Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services at its sole option.
- C8. **Method of Ordering:** A blanket purchase order shall be issued for the term of the award. Project Manager or designee may order services; as specified in the specifications, on an “as needed” basis. All terms, conditions and prices of this quote are applicable. Only awarded bid items may be purchased, and Vendor is to take all necessary steps to insure this requirement. Invoices must reference purchase order number.
- C9. **Quantities:** The City reserves the right to increase or decrease the total quantities, as necessary, to meet actual requirements in accordance with the prices quoted. Estimated usage is for bid evaluation purposes and shall not be construed as a guarantee of materials/hours for services.
- C10. **Attachments:** There are five (5) attachments to this Request for Quote. The successful bidder must comply with attachments as follows:
- | | |
|--------------|---|
| Attachment A | Insurance Requirements ~Proof of ability to obtain insurance to be submitted with bid document. |
| Attachment B | Questionnaire |
| Attachment C | References |
| Attachment D | Bidder’s Checklist |
| Attachment E | Statement of No Bid |

D. AWARD OR REJECTION OF BIDS

- D1. **Method of Award:** The City of Stuart intends to award to the responsible bidder most responsive to the solicitation with the lowest bid. The City of Stuart reserves the right to award this contract to multiple vendors if it is deemed to be in the best interest of the City.
- D2. **Modifications:** This bid shall be awarded only to a responsive and responsible bidder. Bidder hereby certifies that the terms and conditions, including but not limited to, the scope of work have not been altered or modified in any manner. Any modification to this solicitation by the bidder will result in Bidder’s response being found non-responsive and thereby disqualified.
- D3. **Rejection of Bids:** The City of Stuart reserves the right to reject any or all bids with or without cause when such rejection is in the best interests of the City, at the City’s sole determination. The City also reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or whom investigation shows is not in a position to perform the contract.
- D4. **Determining Responsibility:** In determining responsibility, the following qualifications will be considered by the Procurement & Contracting Services Manager:
- The bidder's ability, capacity and skill to perform the contract or provide the service within the time specified.
 - The reputation, judgment and experience of the bidder.
 - The quality of performance of previous contracts or services including previous performance with the City.
 - Previous and existing compliance by the bidder with laws and ordinances relating to the contract or service.

- Financial resources of the bidder to perform the contract or provide the service.
- Ability to provide future maintenance and service for the use of the subject of the contract.
- Whether the bidder is in arrears to the City on a debt or contract or is a defaulter on surety to the City, or whether the bidder's taxes or assessments are delinquent.

E. SCOPE OF WORK

It is the City of Stuart's intent to secure a qualified firm(s) to furnish all labor, materials, and supplies necessary to provide emergency tanker truck services.

All rates quoted shall include travel means, labor and any and all equipment and tools required. All disposal charges should be included in the contractor's overhead. There shall be no charges to and from the City work sites. The City will pay a minimum 1-hour of service for repairs performed. Contractor shall round to the ½ hour for all work performed in excess of an hourly increment.

Also include labor rate during normal working hours (standard hourly rate) and a maximum response time; and services rendered after working hours (overtime hourly rate).

- **Emergency & Non-Emergency Routine:** Mon-Fri, 7am – 7pm
- **Overtime/After Hours:** Weekends (Sat & Sun), Mon-Fri, 7:01pm – 6:59am, including Holidays

E1. Servicing Procedures

All work must be established in advance and with prior approval. All schedules and the necessary arrangements to implement the scope of work projects must be made with the review and approval of the City Project Manager. Any additional service considered necessary by the Contractor shall be authorized by the City prior to the commencement of the service. Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services at its sole option for repair work. All work to be performed, in the best workmanlike manner, as known to the trade.

The City will contact the Contractor to advise of either routine or emergency repair services needed. At no cost to the City, the Contractor shall meet with the City representative at the site where work is needed to determine the type of work to be performed. Contractor shall submit a written estimate (proposal/work order). This estimate shall include a total firm cost to the City itemized as follows; labor hours, equipment, a brief description of the repair work to be done and location of work.

Upon completion of services, the City reserves the right to request the Contractor's assigned supervisor to review and provide written acknowledgement/documentation that work performed by their technician has been completed. Supervisors review to be at no additional charge to the City and considered part of the contract award. Supervisor shall document any areas of concern that are above and beyond on their report. The report shall be signed by the Supervisor and submitted to the City Project Manager or designee within 24 hours of performing the inspection. Reports are to be emailed or faxed to the City Project Manager or designee. Email or fax information will be provided at the time the project quote is requested. If at any time the assigned supervisor is replaced during the term of this contract, the Contractor must provide all updated information and details as requested on the qualifications questionnaire and must be approved by the City.

If the Contractor shall be delayed in the completion of its work by reason of unforeseeable causes beyond it's control and without fault or negligence, including, but not restricted to, acts of God or neglect of any other contractor, the period herein specified above specified for the completion of delivery shall be extended by such time as shall be approved by the City Project Manager or designee.

E2. **Response Times**

Disposal of untreated raw sewage will occur at the City's Water Reclamation Facility at 301 Stypmann Blvd, Stuart 34994. There will be no charge for the disposal. The successful bidder shall provide load tickets identifying the date, time, source, total gallons, and location of all raw sewage delivered to the water reclamation facility.

Cost of providing emergency stand-by services that will require a 4,000 capacity truck and driver be available within 2 hours of notification by the City. Stand-by charges will apply for the hours after initial notification by the City. Once the truck driver arrives, stand-by charges shall not apply.

Emergency Hours: Response time for Emergency Hours range from immediate (on-site within 90 minutes from notice of call) to 4 hours and shall be defined as after Routine Hours, 7 days a week, including legal holidays. **Contractor's service representative shall respond back to all requests for repair by phone within ninety (30) minutes.** Emergency hours are reserved for Emergency Repairs that are an immediate threat to the public health, welfare, or safety only.

Routine Hours: Response time for Routine Hours range from immediate (on-site within 4 hours from notice of call) to 24 hours (next day service) and shall be defined as Monday through Friday 7:00 a.m. to 7:00 p.m. Department will convey the work schedule at time of order placement. **Contractor's service representative shall respond back to all requests for repair by phone with ninety (30) minutes.**

Overtime Hours: Overtime will be based on routine rate at time and one half (1-1/2). Overtime hours will be on an emergency basis only; and shall be from 7:01pm to 6:59am Monday through Friday, weekends, City observed holidays, and must be approved by the Project Manager prior to commencement of work actually being performed. Failure to obtain prior approval may result in all work being paid at routine rates.

New Year's Day	Martin Luther King Day
President's Day	Memorial Day
Independence Day	Labor Day
Columbus Day	Veteran's Day
Thanksgiving Day & Day After	Christmas Day

E3. **Additional Services:** Any additional service considered necessary by the Contractor shall be authorized by the City prior to the commencement of the service. Failure to obtain written approval on a quotation may result in non-payment. Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services at its sole option for **work**.

E4. **Debris:** All work shall be complete in every respect and accomplished in a satisfactory, workmanlike manner and contractor shall provide for timely removal of all debris which results from this contracted service.

E5. **Protection of Property:**

A. The Contractor shall be responsible for the protection of property in the areas in the adjacent vicinity of the project(s); and for the protection of his own equipment, supplies, materials and work, against any damage resulting from the elements (such as flooding, rainstorms, wind damage, or other acts of God) or vandalism.

B. Damage or loss to the property of the City of Stuart, to public or private property shall be the responsibility of the Contractor and shall be held responsible for replacing or repairing any such loss or damage at the expense of the Contractor, The City of Stuart may withhold payment or make such deductions, as deemed necessary, to ensure reimbursement or replacement for loss or damage to property through negligence of the successful proposer or their agents.

REQUEST FOR QUOTATION 2016-003-EMERGENCY TANKER TRUCK SERVICES

BID FORM

RFQ Date: 5/26/16	RFQ No: 2016-003	Reply By: June 3, 2016 by no later than 2:30 PM (Late Submittals May be Rejected)	Dept./Div. Public Works	Contact: Lenora Darden purchasing@ci.stuart.fl.us
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All bid prices shall include travel time, mileage, and any associated expenses and must remain firm throughout the initial contract period. Exact delivery point will be provided at time of order placement. It will be the responsibility of the vendor to supply the necessary labor and materials for the site placement of all equipment as specified herein.

Routine Hourly Rate

ESTIMATED ANNUAL HOURS	DESCRIPTION	HOURLY LABOR RATE	TOTAL PRICE (Hrs X Hrly Rate=)
12	Provide truck and qualified driver with a minimum 4,000 gallon capacity tank and vacuum pump capable of pumping raw sewage from area lift stations at a depth of up to 20 feet. A discharge valve on the truck shall be compatible with a 6" female cam-lok fitting	\$295.00	\$3,540.00
12	Provide truck and qualified with a minimum 6,000 gallon capacity tank and trash pump capable of pumping raw sewage from area lift stations at a depth of up to 15 feet. A discharge valve on the truck shall be compatible with a 6" female cam-lok fitting.	\$295.00	\$3,540.00
12	Disposal of untreated raw sewage will occur at the City's Water Reclamation Facility at 301 Stypmann Blvd, Stuart 34994. There will be no charge for the disposal. The successful bidder shall provide load tickets identifying the date, time, source, total gallons, and location of all raw sewage delivered to the water reclamation facility.	\$295.00	\$3,540.00
12	Cost of providing emergency stand by services that will require a 6,000 capacity truck and driver be available within 2 hours of notification by the City. Stand-by charges will apply for the hours after initial notification by the City. Once the truck arrives, stand-by charges shall not apply.	\$195.00	\$1,980
GRAND TOTAL			\$12,600.00

Estimated usage is for bid evaluation purposes and shall not be construed as a guarantee of materials/hours for services. Actual hours and/or service needed will vary depending upon priorities and budgeting

Overtime will be based on routine rate at time and a half and on an emergency basis with prior approval. All rates quoted shall include travel means, labor and any and all equipment and tools required. All disposal charges should be included in the contractor's unit prices. There shall be no charges to and from the City work sites.

Preferred method of payment is by the City Purchasing Card (VISA). DO YOU ACCEPT THE PURCHASING CARD (VISA)? Yes No

Quotes may be faxed, e-mailed or mailed, but must contain original signatures. Electronic signatures are not acceptable

All Prices will remain firm for a period of forty-five (45) days from the date of Bid opening.

The City of Stuart offers bidders who commit to accepting the Purchasing Card, noted above in the Bid Schedule as payment method, a one percent (1%) reduction in their bid price for evaluation purposes only. When evaluating prices submitted by bidders in response to this solicitation, the total offered price of a bidder committed to accepting the Purchasing Card will be reduced by one percent, the resulting number is then compared to the other bidders' offered price. If the committed bidder is awarded the contract, the award will be at the originally bid price.

The undersigned bidder hereby certifies that the invitation to bid has not been altered in any manner; and that bidder has received all the Addenda listed below and has incorporated them into his Bid listed herein. Failure to acknowledge the above requirements will render the bid non-responsive and no further evaluation of the bid will occur.

ACKNOWLEDGEMENT IS HEREBY MADE OF RECEIPT OF ADDENDA ISSUED DURING THE SOLICITATION PERIOD:

ADDENDUM # 0 THROUGH ADDENDUM # 0

Federal ID # 65-0816942

Company Name: Accurate Septic Services, Inc. Date: 6/3/16

Name & Title of individual submitting Bid: John L. Baker, Pres.

Email address: Johnb-accurate@ballouth.net Ph: 772-216-4353

AUTHORIZED SIGNATURE: John L. Baker, President.

ATTACHMENT A INSURANCE REQUIREMENTS

The following insurance provisions are hereby established for Vendors who will provide services to the City.

1. The successful bidder shall not commence any work in connection with the contract for services until the vendor has obtained all of the following types of insurance and the City has approved such insurance. Nor shall the successful proposer allow any subcontractor to commence work on its subcontract until all similar insurance required of the subcontractor has been so obtained and approved. All insurance policies shall be with insurers licensed and authorized to do business in the State of Florida. All carriers shall carry an AM Best Rating of at least A:VII. A Waiver of Subrogation is required under each of the required insurance policies. All policies should respond as primary. Each policy shall include Contractual Liability
2. Loss Deductible Clause: The City shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Vendor and/or subcontractor providing such insurance.
3. Worker's Compensation Insurance: The Vendor shall take out and maintain during the life of this Contract, Worker's Compensation Insurance for all of its employees furnished to the City pursuant to this contract. In case any work is sublet, the Vendor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Vendor. Such insurance shall comply fully with the Florida Worker's Compensation Law. This coverage shall include Employer's Liability for limits of not less than \$100,000 Each Accident, \$100,000 Each Disease/Employee and \$100,000 Each Disease/Maximum.
4. Commercial General Liability: The Vendor shall, during the life of this Contract take out and maintain broad form Commercial General Liability including premises and operations; products and completed operations; personal and advertising injury; and fire damage for limits of not less than \$500,000.00 per occurrence and \$1,000,000.00 aggregate. There shall be no exclusion for Fellow Employees, Cross Liability or Insured vs. Insured. This insurance shall also insure the City to the same limits.
5. Business Automobile: The Vendor shall during the life of this Contract take out and maintain Business Automobile Liability form with a combined Single Limit of not less than \$500,000.00 including Owned, Hired, and Non-Owned. This insurance shall also insure the City to the same limits.
6. Certificates of Insurance: the Vendor upon notice of award will furnish Certificate of Insurance Forms. These shall be completed by the authorized Resident Agent and returned to the Purchasing Office. This certificate shall be dated and show:
 - (a) The name of the insured Contractor, the specified job by name and job number, the name of insurer, the number of the policy, its effective date, and its termination date.
 - (b) Statement that the Insurer will mail notice to the City at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
 - (c) City shall be listed as Additional Insured on Commercial General Liability Insurance, Automobile Liability Insurance.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/12/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Brevard 6905 N. Wickham Road Suite 501 Melbourne FL 32940	CONTACT NAME: Annie Donovan	
	PHONE (A/C, No, Ext): (321) 757-8686 FAX (A/C, No): (321) 757-8687 E-MAIL ADDRESS: adonovan@bbbrevard.com	
INSURED Accurate Septic Services, Inc. 4120 Selvitz Road Fort Pierce FL 34981	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Southernowners Insurance Co.	10190
	INSURER B: Westfield Insurance Co	24112
	INSURER C: Lloyd's	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: CL1511121554 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	104682-72071529-15	11/4/2015	11/4/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		CWP0799072	11/4/2015	11/4/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist combined \$ 300,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Pollution Liability		PGIARK03346-02	11/4/2015	11/4/2016	Per Occurrence Limit \$1,000,000 Aggregate Limit \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is Additional Insured with regards to General Liability as per written contract.

CERTIFICATE HOLDER (772) 600-1202 ldarden@ci.stuart.fl.us City of Stuart 121 SW Flagler Avenue Stuart, FL 34994-2172	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

Date
2/3/2016

Producer: Plymouth Insurance Agency
2739 U.S. Highway 19 N.
Holiday, FL 34691
(727) 938-5562

This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies below.

Insurers Affording Coverage

NAIC #

Insured: South East Personnel Leasing, Inc. & Subsidiaries
2739 U.S. Highway 19 N.
Holiday, FL 34691

Insurer A: Lion Insurance Company
Insurer B:
Insurer C:
Insurer D:
Insurer E:

11075

Coverages

The policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions, and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

INSR LTR	ADDL INSRD	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Limits
		GENERAL LIABILITY <input type="checkbox"/> Commercial General Liability <input type="checkbox"/> Claims Made <input type="checkbox"/> Occur <hr/> General aggregate limit applies per: <input type="checkbox"/> Policy <input type="checkbox"/> Project <input type="checkbox"/> LOC				Each Occurrence \$ Damage to rented premises (EA occurrence) \$ Med Exp \$ Personal Adv Injury \$ General Aggregate \$ Products - Comp/Op Agg \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-Owned Autos				Combined Single Limit (EA Accident) \$ Bodily Injury (Per Person) \$ Bodily Injury (Per Accident) \$ Property Damage (Per Accident) \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> Occur <input type="checkbox"/> Claims Made Deductible				Each Occurrence Aggregate
A		Workers Compensation and Employers' Liability Any proprietor/partner/executive officer/member excluded? NO If Yes, describe under special provisions below.	WC 71949	01/01/2016	01/01/2017	<input checked="" type="checkbox"/> WC Statutory Limits <input type="checkbox"/> OTH-ER E.L. Each Accident \$1,000,000 E.L. Disease - Ea Employee \$1,000,000 E.L. Disease - Policy Limits \$1,000,000

Other

Lion Insurance Company is A.M. Best Company rated A- (Excellent). AMB # 12616

Descriptions of Operations/Locations/Vehicles/Exclusions added by Endorsement/Special Provisions:

Client ID: 81-67-360

Coverage only applies to active employee(s) of South East Personnel Leasing, Inc. & Subsidiaries that are leased to the following "Client Company":

Accurate Septic Services, Inc.

Coverage only applies to injuries incurred by South East Personnel Leasing, Inc. & Subsidiaries active employee(s), while working in: FL.

Coverage does not apply to statutory employee(s) or independent contractor(s) of the Client Company or any other entity.

A list of the active employee(s) leased to the Client Company can be obtained by faxing a request to (727) 937-2138 or by calling (727) 938-5562.

Project Name: FOR BID PURPOSES ONLY

ISSUE 02-03-16 (TLD)

Begin Date 11/28/2012

CERTIFICATE HOLDER

Accurate Septic Services, Inc.

4120 Selvitz Rd
Ft. Pierce, FL 34981

CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.

ATTACHMENT B

QUESTIONNAIRE OF BIDDERS INFORMATION

FILLABLE FORM AVAILABLE

PART A - QUALIFICATIONS

Information provided shall fully explain the firm's qualifications and experience of their Organization to provide services as stated below: (Bidders may attach additional sheets, if necessary).

- Bidder is licensed by the State of Florida to provide services as described herein. Is supporting documentation included? Yes No
- Bidder adheres to FDEP & OSHA requirements and standards. Is supporting documentation included? Yes No
- Provide trained technician's credentials, if any. Is supporting documentation included Yes No

Technicians assigned to this project,

Name: Alfred Conti Title Driver/Operator Cellular Number 772-216-4353
13 # of Years with Firm, _____ #Years of Technical Experience
Class A CDL Technical Licenses Obtained and Dates Obtained Current
N/A Technical Certifications Obtained and Dates Obtained _____

Technicians assigned to this project,

Name: Octaviano Baltazar Title Driver/Operator Cellular Number 772-216-4353
18 # of Years with Firm, _____ #Years of Technical Experience
Class A CDL Technical Licenses Obtained and Dates Obtained Current
N/A Technical Certifications Obtained and Dates Obtained _____

PART B - OTHER REQUESTED INFORMATION

- Number of year's organization has been in business: 18+
- Identify any training provided to your employees, i.e. safety, etc: Safety meetings & training
- Provide office hours and contact information of staff responsible for coordination of services.
7a-4p 24/7 After hours service
- Bidder to provide details of uniform and identification worn by employees:
Green Pants, white with green striped shirt, name on front & American flag on sleeve
- Approximately how many miles is your location from the City of Stuart? 16
- Provide warranty information: Standard 1 year

ATTACHMENT C

Provide three (3) satisfactory references within the past five (5) years of similar complexity, nature, and size of this project.

#1 Reference

Company/Entity Name: <u>Martin County Parks</u>	
Address <u>2990 SE Dixie Highway</u>	
City <u>Stuart</u> State <u>FL</u> Zip Code <u>34997</u>	
Contact Name: <u>Mike Cummins</u> Title: <u>Parks Superintendent</u>	
Phone No: <u>(772) 260-7991</u> Fax: () - Email: <u>mCummins@martin.fl.us</u>	
Date of Service or Contract Period: <u>2015-2017</u> Location <u>Martin County</u>	
Summary of Services Performed <u>Pumping & Hauling</u>	
<u>Governmental</u> or Private	Dollar Value of Contract \$ <u>55,000</u>

#2 References

Company/Entity Name: <u>City of Port St. Lucie Utility Systems Department</u>	
Address <u>121 SW Port St. Lucie Blvd, Bldg B</u>	
City <u>Port St. Lucie</u> State <u>FL</u> Zip Code <u>34984</u>	
Contact Name: <u>Daniel Saggi</u> Title: <u>Assistant Director</u>	
Phone No: <u>(772) 466-1600</u> Fax: () - Email:	
Date of Service: <u>2015-2018</u> Location <u>Port St. Lucie</u>	
Summary of Services Performed <u>Pumping & Hauling</u>	
<u>Governmental</u> or Private	Dollar Value of Contract \$ <u>60,000</u>

#3 References

Company/Entity Name: <u>Conroy Construction</u>	
Address <u>4370 SW Cherokee Street</u>	
City <u>Palm City</u> State <u>FL</u> Zip Code <u>34990</u>	
Contact Name: <u>Jim Conroy</u> Title:	
Phone No: <u>(561) 635-8259</u> Fax: <u>(772) 419-3021</u> Email: <u>julconroy@yahoo.com</u>	
Date of Service: <u>2010-2018</u> Location <u>Various Martin County</u>	
Summary of Services Performed <u>Pumping</u>	
Governmental or <u>Private</u>	Dollar Value of Contract \$ <u>20,000</u>

Company Name Accurate Septic Services, Inc

ATTACHMENT D

BIDDERS CHECKLIST

This checklist is provided to assist each Bidder in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Bidder to submit with their response in order to make their response fully compliant. This checklist is only a guideline~ it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.

Is Bid envelope marked accordingly?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is Request for Quotes completed, signed and attached?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is copy of bidder's valid Business Tax Receipt submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are Load Tickets / Sample Reports submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Warranty is in compliance with bid requirements?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is bid submitted in triplicate (one original, two copies)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Bidder must submit proof that their firm name is registered. with their State of origin	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is proof of insurance included?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is equivalent product literature enclosed?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are all Forms completed, signed (if required), and enclosed? (bid schedule, questionnaire, reference, IRS W-9	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are addendum (if any issued) signed and submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Submit a copy of all Licenses, Certificates, or Registrations, held by Bidder	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
All prices have been reviewed for mathematical accuracy, all price corrections initialed, and all price extensions and totals thoroughly checked.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Company Name Accurate Septic Services, Inc.

2015 / 2016

ST. LUCIE COUNTY LOCAL BUSINESS TAX RECEIPT

RECEIPT # 7299-00970416

CHRIS CRAFT, ST. LUCIE COUNTY TAX COLLECTOR

EXPIRES SEPTEMBER 30, 2016

FACILITIES OR MACHINES / ROOMS SEATS EMPLOYEES 4
 TYPE OF BUSINESS 7299 MISC/PUBLIC SERVICE (HAULING SLUDE PUMPING SPETIC)

BUSINESS/ Accurate Septic Services, Inc.

DBA NAME

MAILING Accurate Septic Services, Inc.

ADDRESS 4120 Selvitz Rd
Fort Pierce, FL 34981

BUSINESS LOCATION 800 Barrell Ave
Fort Pierce, FL 34982
City of Fort Pierce



RENEWAL ORIGINAL TAX	\$15.10
PENALTY COLLECTION COST	
TOTAL	\$15.10

DW 0006849
P98000022368

Paid 07/20/2015 15.10

0099-20150720-035746

Law requires this Local Business Tax Receipt to be displayed conspicuously at the place of business in such a manner that it can be open to the view of the public and subject to inspection by all duly authorized officers of the county. Upon failure to do so, the Local Business Taxpayer shall be subject to the payment of another Local Business Tax for the same business, profession, or occupation.

Pursuant to State Law, all Local Business Tax Receipts shall be sold by the Tax Collector beginning July 1st of each year and shall expire on September 30th of the succeeding year. Those Local Business Tax Receipts renewed beginning October 1st shall be delinquent and subject to a delinquency penalty of 10% for the month of October, plus an additional 5% penalty for each month of delinquency thereafter until paid; provided that the total delinquency penalty shall not exceed 25% of the Local Business Tax for the delinquent establishment.

In addition to the penalty, the Tax Collector shall be entitled to a collection cost fee of from \$1.00 to \$5.00, based on the amount of the Local Business Tax, which shall be collected from delinquent taxpayers after September 30th, of the business year.

This receipt is a Local Business Tax only. It does not permit the Local Business Taxpayer to violate any existing regulatory or zoning laws of the state, county or cities. It also does not exempt the Local Business Taxpayer from any other taxes, licenses or permits that may be required by law.

Local Business Taxes are subject to change according to law.

Accurate Septic Services, Inc.
4120 Selvitz Rd
Fort Pierce, FL 34981

**ACCURATE SEPTIC
SERVICES, INC.**

No. 2636



Date: _____

Hauler Name: Accurate Septic Services, Inc.

Hauler Address: 4120 Selvitz Rd. Fort Pierce, FL 34981

Or 800 Barrel Avenue. Ft Pierce, FL 34981

Hauler Telephone: 772-489-4411 Fax 772-489-7778

Load Contents: _____

Weight Hauled by Ton: _____

Gallons per Load: _____

Driver's Name: _____

Truck Time In: _____

Truck Time Out: _____

Truck Number: _____

Tanker/Trailer Number: _____

Pick-Up Site Location: _____

Disposal Location: _____

Site Operator Name: _____

White Copy: Driver

Yellow Copy: Customer

Pink Copy: Site Operator

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Accurate Septic Services, Inc.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) 4120 Selvitz Road	Requester's name and address (optional)
	6 City, state, and ZIP code Fort Pierce, FL 34981	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black;"> </td> </tr> <tr> <td style="border: 1px solid black;"> </td> </tr> </table>										
OR										
Employer identification number										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%; border: 1px solid black;">6</td> <td style="width: 12.5%; border: 1px solid black;">5</td> <td style="width: 12.5%; border: 1px solid black;">-</td> <td style="width: 12.5%; border: 1px solid black;">0</td> <td style="width: 12.5%; border: 1px solid black;">8</td> <td style="width: 12.5%; border: 1px solid black;">1</td> <td style="width: 12.5%; border: 1px solid black;">6</td> <td style="width: 12.5%; border: 1px solid black;">9</td> <td style="width: 12.5%; border: 1px solid black;">4</td> <td style="width: 12.5%; border: 1px solid black;">2</td> </tr> </table>	6	5	-	0	8	1	6	9	4	2
6	5	-	0	8	1	6	9	4	2	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ 6/3/16
------------------	----------------------------	---------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*
- By signing the filled-out form, you:
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
 - Certify that you are not subject to backup withholding, or
 - Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
 - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

JOHN BAKER
ACCURATE SEPTIC SERVICES, INC.
4120 SELVITZ ROAD
FT. PIERCE, FL 34981-



FLORIDA DEPARTMENT OF HEALTH

CERTIFICATE OF AUTHORIZATION FOR SEPTIC TANK CONTRACTING

The Florida Department of Health hereby certifies the business or entity named below has satisfied the requirements of Part III, Chapter 489, Florida Statutes, for septic tank contracting and has been duly authorized by the Department to provide septic tank contracting services under the name of:

ACCURATE SEPTIC SERVICES, INC.

Qualifying Contractor: JOHN BAKER

SA0990907
Authorization Number

February 23, 2015
Date Issued

March 31, 2017
Expiration Date



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD
1940 NORTH MONROE STREET
TALLAHASSEE FL 32399-0783**

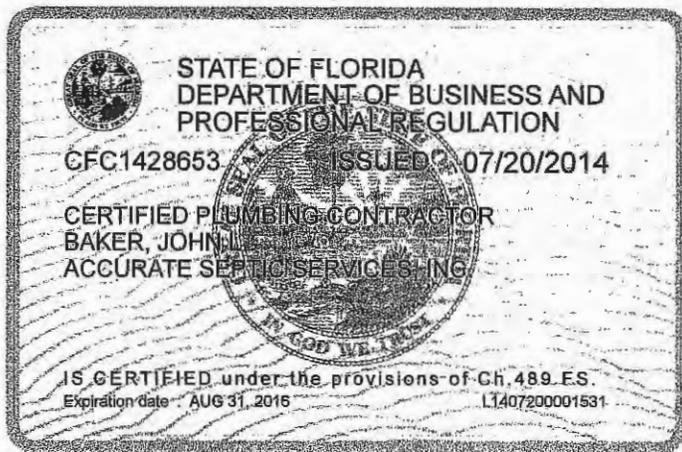
(850) 487-1395

**BAKER, JOHN L
ACCURATE SEPTIC SERVICES, INC.
8059 SPENDTHRIFT LANE
PORT ST LUCIE FL 34986**

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!



DETACH HERE

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD**

LICENSE NUMBER
CFC1428653

The **PLUMBING CONTRACTOR**
Named below IS **CERTIFIED**
Under the provisions of Chapter 489 FS.
Expiration date: **AUG 31, 2016**

**BAKER, JOHN L
ACCURATE SEPTIC SERVICES, INC.
4120 SELVITZ RD
FORT PIERCE FL 34981**





STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

56-QF-00393

OSTDS Service - ATUM*

56-BID-2974645

Issued To: Accurate Septic Services Inc ME
4120 Selvitz Road
Fort Pierce, FL 34981

County: St. Lucie
Amount Paid: \$40.00
Date Paid: 12/30/2015
Issue Date: 01/01/2016

Permit Expires On: 12/31/2016

Mail To: Accurate Septic Services/ David Whiteside
4120 Selvitz Road
Fort Pierce, FL 34981

Issued By:
Department of Health in St. Lucie County

Owner: Accurate Septic Services/ David Whiteside

SDS Trucks: 0

TTS Trucks: 0

The facility shown above has been inspected by a duly authorized representative of the Department of Health, and was found in conformance with those rules promulgated by the department under the authority of chapters 381, 386 and 489 part III, Florida Statutes, and set forth in Rule 64E-6, Florida Administrative code.

This permit grants authority to operate the above referenced facility, service, or system in conformance with department rules and the conditions of operation shown below. This permit is revocable, upon service of notice, when it is determined by the department that the operational conditions and department standards are not being maintained.

MAINTAINANCE ENTITY (ME) TO CONDUCT TWO INSPECTIONS ANNUALLY AND SUBMIT WRITTEN REPORTS TO THE DEPARTMENT. HEALTH DEPARTMENT PERSONNEL TO ACCOMPANY ME ON SECOND INSPECTION.

*OSTDS Service Permit Abbreviations: SDS - Septage Disposal Service TTS - Temporary Tank Service LAS - Land Application Site
ATUM - ATU Maintenance Entity LSF - Lime Stabilization Facility TM - Tank Manufacturer

Original Customer: Accurate Septic Services Inc ME (NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

56-QF-00393

OSTDS - Service - ATUM

56-BID-2974645

Issued To: Accurate Septic Services Inc ME
4120 Selvitz Road
Fort Pierce, FL 34981

County: St. Lucie
Amount Paid: \$40.00
Date Paid: 12/30/2015
Issue Date: 01/01/2016

Permit Expires On: 12/31/2016

Mail To: Accurate Septic Services/ David Whiteside
4120 Selvitz Road
Fort Pierce, FL 34981

Issued By:
Department of Health in St. Lucie County

Owner: Accurate Septic Services/ David Whiteside



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

56-QF-00127

OSTDS Service - SDS*

56-BID-2974644

Issued To: Accurate Septic Services Inc
4120 Selvitz Road
Fort Pierce, FL 34981

County: St. Lucie
Amount Paid: \$160.00
Date Paid: 12/30/2015
Issue Date: 01/01/2016

Permit Expires On: 12/31/2016

Mail To: Accurate Septic Services/ David Whiteside
4120 Selvitz Road
Fort Pierce, FL 34981

Issued By:
Department of Health in St. Lucie County

Owner: Accurate Septic Services/ David Whiteside

SDS Trucks: 2

TTS Trucks: 0

The facility shown above has been inspected by a duly authorized representative of the Department of Health, and was found in conformance with those rules promulgated by the department under the authority of chapters 381, 386 and 489 part III, Florida Statutes, and set forth in Rule 64E-6, Florida Administrative code.

This permit grants authority to operate the above referenced facility, service, or system in conformance with department rules and the conditions of operation shown below. This permit is revocable, upon service of notice, when it is determined by the department that the operational conditions and department standards are not being maintained.

SHALL SUBMIT MONTHLY PUMP-OUT REPORTS IN A TIMELY MANNER

*OSTDS Service Permit Abbreviations: SDS - Septage Disposal Service TTS - Temporary Tank Service LAS - Land Application Site
ATUM - ATU Maintenance Entity LSF - Lime Stabilization Facility TM - Tank Manufacturer

Original Customer: Accurate Septic Services Inc (NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

56-QF-00127

OSTDS - Service - SDS

56-BID-2974644

Issued To: Accurate Septic Services Inc
4120 Selvitz Road
Fort Pierce, FL 34981

County: St. Lucie
Amount Paid: \$160.00
Date Paid: 12/30/2015
Issue Date: 01/01/2016

Permit Expires On: 12/31/2016

Mail To: Accurate Septic Services/ David Whiteside
4120 Selvitz Road
Fort Pierce, FL 34981

Issued By:
Department of Health in St. Lucie County

Owner: Accurate Septic Services/ David Whiteside



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

50-61-00346

Miscellaneous - Waste Haulers

50-BID-2984947

Issued To: Accurate Septic Services Inc
4120 Selvitz Road
Fort Pierce, FL 34981

County: Palm Beach
Amount Paid: \$700.00
Date Paid: 12/30/2015
Issue Date: 01/01/2016

Permit Expires On: 12/31/2016

Mail To: Accurate Septic Service (,)
4120 Selvitz Road
Fort Pierce, FL 34981

Issued By:
Department of Health in Palm Beach County

Owner: Accurate Septic Service (,)
Total Capacity (Vehicle Miscellaneous): 2

Original Customer: Accurate Septic Services Inc(NON-TRANSFERABLE)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



STATE OF FLORIDA
DEPARTMENT OF HEALTH
Operating Permit

50-61-00346

Miscellaneous - Waste Haulers

50-BID-2984947

Issued To: Accurate Septic Services Inc
4120 Selvitz Road
Fort Pierce, FL 34981

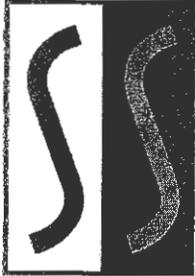
County: Palm Beach
Amount Paid: \$700.00
Date Paid: 12/30/2015
Issue Date: 01/01/2016

Permit Expires On: 12/31/2016

Mail To: Accurate Septic Service (,)
4120 Selvitz Road
Fort Pierce, FL 34981

Issued By:
Department of Health in Palm Beach County

Owner: Accurate Septic Service (,)



**SAFETY
SERVICES
COMPANY**

CERTIFICATE OF RECOGNITION



This certificate of recognition is awarded to

Accurate Septic Services, Inc

In recognition of active participation in the Safety Sam network of safety-minded companies and to demonstrate their commitment to O.S.H.A. compliance

ACTIVE MEMBER SINCE: 05/22/2007

EXPIRES: 06/16/2017

DEVON DICKINSON, PRESIDENT

05/22/2007

DATE

SAFETY SERVICES COMPANY
P.O. BOX 6408
YUMA, AZ 85366-6408
TEL: (866) 204-4786



MEMBERSHIP No.: C024127